

COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"



April 19, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**REJECTION OF ALL BIDS AND
ADOPTION AND ADVERTISEMENT FOR A CONSTRUCTION CONTRACT
FOR GENERAL IMPROVEMENTS PROJECT AT
CASTAIC LAKE STATE RECREATION AREA
C.P. NO. 86452, SPEC. NO. 04-0040
(Fifth District - 3 Vote Matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Reject all bids for Specification No. 03-0020 based on changes to the project scope for the Castaic Lake State Recreation Area General Improvements Project.
2. Adopt Plans and Specifications No. 04-0040 for the Castaic Lake State Recreation Area General Improvements Project, with an estimated construction cost limit of \$1,728,751, and instruct the Executive Officer-Clerk of the Board to advertise for construction bids in accordance with the "Instruction Sheet for Publishing Legal Advertisement" (Attachment B).
3. Instruct the Executive Officer-Clerk of the Board to seal and return the plans and specifications to the Department of Parks and Recreation.
4. Authorize the Director of Parks and Recreation to extend the bid date, as necessary, to allow bidders to have enough time to submit complete bids in the event that the Department may need to issue Notices to Bidders.

PURPOSE OF RECOMMENDED ACTION/JUSTIFICATION

The recommended actions will reject all construction bids received as a result of the December 2003 Board actions. The recommended actions will also adopt revised Plans and Specifications, and authorize the advertisement of construction bids for the

revised project scope, which was necessitated by implementation of a State project at the facility. Approval of the recommendation to allow the Director to extend the bid date, as needed, is recommended to assure that the County is provided with the most accurate and lowest bids possible.

If a question about an item in the Bid Documents is raised by a bidder near the bid date, the response by the County may require significant work by the bidders to assure they are submitting complete bids. It is therefore to the County's advantage to be able to extend the bid date as needed so that all bidders have time to make whatever changes are required in their calculations and final bids.

On December 16, 2003, your Board adopted Plans and Specifications No. 03-0020 and authorized the Department to advertise for construction bids for the Castaic Lake State Recreation Area General Improvements Project. During the time that the project was out to bid, the State of California was proceeding with a construction project of its own on the site. Although the two (2) projects and their designs were coordinated, the State made several changes to its project during the course of construction. Accordingly, if the Department's contract had been awarded based on the original plans and specifications, the Department would then have been required to issue multiple change orders to match the State's changes. This would include items like grade changes that would require modifications to planned ramp construction and relocation of accessible parking that requires redesign of the Americans with Disabilities Act (ADA) Path-of-Travel.

Accordingly, per Subsection 1.14, Section 00100 of the September 2001 project specifications, the Department is recommending the rejection of all construction bids received for Specification No. 03-0020 and that your Board authorize the advertisement of construction bids based upon the revised project scope for Specification No. 04-0040.

The revised Plans and Specifications retain the basic scope of the original project. The changes made due to the State project were implemented to achieve the same result with the modified existing conditions. However, given recent increases in construction costs, certain items have now been identified as deductive alternates. The base project and deductive alternates include the following work:

Base Project

- Improvements to two (2) campground restroom buildings including the addition of propane-heated shower facilities.
- Refurbishment and ADA compliance upgrades of four (4) restroom buildings.

- Reroofing and replacement of the heating, ventilating, and air conditioning unit at the administration building.
- Rebuilding seven (7) picnic shade shelters at the RV campground. Two (2) of these shelters will be demolished under the At-Risk Youth Employment Program.
- Construction of one (1) additional fish cleaning station for the RV campground area, which will be ADA compliant.
- Improvements to walkways, including ADA-compliant pathways to existing structures that will be renovated as part of the contract.

Deductive Alternates

- Refurbishment and ADA compliance upgrades of twelve (12) additional restroom buildings. These upgrades are not required for minimal ADA compliance, but greatly desired to provide complete access to the park's facilities.
- Rebuilding of two (2) additional picnic shade shelters at the RV campground.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The completion of this capital project enhances Fiscal Responsibility (goal number four (4) of the County's Strategic Plan) by investing in the public infrastructure and will promote Service Excellence (goal number one (1)) for park patrons through the expansion of recreational programming and special event opportunities.

FISCAL IMPACT/FINANCING

Project Budget Impact

The total construction cost, including the estimated base contract amount of \$1,728,751 and a change order allowance of \$172,875, is currently estimated at \$1,901,626. The total cost including plans and specifications, plan review, make-ready activities, construction, consultant services, at-risk youth employment, and County services is currently estimated at \$2,574,014 (see Attachment A).

The proposed project is funded by Safe Neighborhood Parks Propositions of 1992 and 1996 specified funds in the amount of \$2,544,014, including \$32,077 from the completed Communications Upgrade Project which was transferred to this project in the final Fiscal Year 2004-05 budget, as well as \$30,000 in Net County Cost.

Sufficient appropriation is available in the Fiscal Year 2004-05 Capital Project budget under Castaic Lake State Recreation Area General Improvements, C.P. No. 86452.

Operating Budget Impact

Following completion of the improvements, which is currently scheduled for March 2006, the Department currently does not anticipate any one-time start-up costs. However, the Department does anticipate an increase in ongoing operating costs of \$30,500 annually for additional contracted grounds maintenance services and for propane for the showers. These ongoing costs are required to operate and maintain the facility improvements and are expected to begin in Fiscal Year 2005-06.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard contract, in the form previously approved by County Counsel will be used.

A Youth Employment Plan (YEP) was approved by your Board in December 2003. Since then a portion of the scope of the construction part of that work was determined inappropriate for youth workers. Therefore, that work has been removed from the youth scope and added to the work to be performed by the Contractor. The remaining youth scope will be the demolition and removal of two (2) shade shelters at the picnic area.

CONTRACTING PROCESS

Attachment B is the "Instruction Sheet for Publishing Legal Advertisements." Advertising an "Offer to Consider Equivalents" is not warranted since materials are covered by descriptive technical specifications adequate for competitive bidding.

Community Business Enterprise (CBE) participation in the project will be enhanced through the Capital Project CBE Outreach Program and by the requirement that bidders demonstrate their good faith efforts to utilize CBE.

In an effort to maximize the scope of project elements that can be performed within the available budget, the Department has recommended that the low bidder be selected based on a method prescribed in Section 20103.8(c) of the Public Contract Code, which takes account of bidders' prices on a variety of deductive alternate items included in the bid package. Under this selection method, the Department has publicly disclosed to the bidders the so-called "funding amount" for the project, which has been set at \$1,728,751. Whichever responsive and responsible bidder has the lowest price at or under that funding amount whose bid covers the greatest quantity of work (i.e., includes the fewest number of deductive alternate items taken in order from an identified list) will be deemed the lowest bidder for purposes of contract award.

The project will be awarded to the qualifying bidder who submits a bid under the bid limit that includes completion of the greatest number of alternates. In the case of a tie, the bid will be awarded to the bidder in the group with the greatest number of alternates that also has the lowest bid for that work.

A mandatory pre-bid meeting will be held at the site to ensure all bidders are familiar with the site and the requirements of this contract.

Construction bids will be opened on May 4, 2005. Upon opening of bids, the Department will return to your Board for award of a construction contract. It is anticipated the contract will be awarded in July 2005 and the Contractor will be issued a Phase I Notice to Proceed in early August 2005. During Phase I, the Contractor will be submitting his schedule and material submittals for approval. There will be no impact to current services or projects during this phase. Once Phase I has been completed, the Contractor will be issued a Notice to Proceed for Phase II of this project when construction at the site will be performed.

Utilizing the As-Needed Design Services Agreement No. 72025 previously approved by your Board on December 8, 1998, the Department issued a Notice to Proceed to Martinez Architecture on August 2, 2000, to prepare construction plans, specifications, and to provide construction observation services during the construction phase of the project, for a fee of \$155,099. Subsequently, two (2) Notices to Proceed were issued to the consultant to provide additional design services and construction document preparation services for the re-bid process, including plan revisions, resubmission to Building and Safety, re-plotting the Construction Drawings, and associated coordination with sub-consultants.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The construction schedule has been developed to minimize the impact on public use and revenue at the facility by scheduling the start of construction to commence after Labor Day. During construction, the contract specifications require the Contractor to schedule his work so that there is always at least one (1) parking lot and one (1) restroom available in each area during the work.

ENVIRONMENTAL DOCUMENTATION

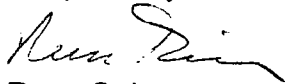
The project was found to be exempt by your Board on December 16, 2003. Because the only changes to the scope are minor technical issues and within the description of the December 16, 2003 finding, the exemption is still current for the re-bidding of the project.

The Honorable Board of Supervisors
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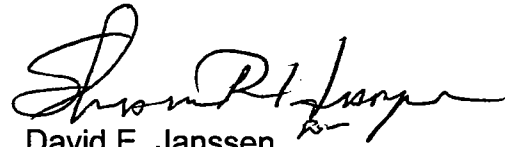
CONCLUSION

Please instruct the Executive Officer-Clerk of the Board to forward one (1) conformed copy of this letter to the Chief Administrative Office, Capital Projects Division, and four (4) conformed copies of this letter to the Department of Parks and Recreation for distribution.

Respectfully,



Russ Guiney
Director



David E. Janssen
Chief Administrative Officer

Attachments (3)

cc: Executive Office (22)

ATTACHMENT A

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT
AND APPROVE THE YOUTH EMPLOYMENT PLAN
FOR GENERAL IMPROVEMENTS PROJECT AT
CASTAIC LAKE RECREATION AREA
C.P. NO. 86452, SPEC. NO. 04-0040
(Fifth District - 3 Vote Matter)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date	Date Completed
1. Land Acquisition Environmental Impact	N/A	N/A	N/A
2. Program			08/00
4. Schematic Design			02/01
5. Design Development			03/01
6. Construction Documents			08/04
7. Jurisdictional Approval			11/04
8. Construction Contract Award	08/05		
9. Construction Start	10/05		
10 Beneficial Occupancy	04/06		
11 Final Acceptance	06/06		

II. Project Budget Summary

Cost Category	Estimated Project Cost	Impact of Proposed Action	Revised Project Cost
1. Land Acquisition	N/A	N/A	N/A
2. Plans and Specifications	\$217,036	\$0	\$217,036
3. Plan Review	\$36,858	\$0	\$36,858
4. Make-Ready Activities	\$0	\$0	\$0
5. Construction		\$0	
A. Contract	\$1,665,236	\$63,515	\$1,728,751
B. Change Orders	<u>\$166,523</u>	<u>\$6,352</u>	<u>\$172,875</u>
Subtotal	\$1,831,759	\$69,867	\$1,901,626
6. Equipment	\$0	\$0	0
7. Consultant Services	\$31,553	\$15,000	\$46,553
8. County Services	\$331,033	\$15,519	\$346,552
9. Other	\$19,004	\$0	\$19,004
10. At-risk Youth	\$74,694	\$<68,309>	\$6,385
TOTAL	\$2,541,937	\$32,077	\$2,574,014

ATTACHMENT B

April 19, 2005

TO: Executive Officer-Clerk of the Board of Supervisors
County of Los Angeles
State of California

FROM: Project Management Division
Department of Parks and Recreation

REGARDING: NOTICE INVITING CONSTRUCTION BIDS
ON DRAWINGS AND SPECIFICATIONS
LISTED UNDER PROJECT TABULATION

**ADVERTISE FOR A CONSTRUCTION CONTRACT
FOR GENERAL IMPROVEMENTS AT
CASTAIC LAKE STATE RECREATION AREA**

INSTRUCTION SHEET FOR PUBLISHING - LEGAL ADVERTISEMENTS

PUBLISHING

In accordance with the State of California Public Contract Code Section 20125 and Government Code Sections 6060 and 6062, under which you may publish once a week for two (2) weeks in a weekly newspaper, or ten times in a daily newspaper.

Also publish in the following:

1. Local paper.
2. Any newspaper requested by the **FIFTH** District.

Forward three (3) reprints of the attached advertisement to the Project Management Division, Department of Parks and Recreation, **510 South Vermont Avenue**, 1st Floor, Los Angeles, California 90020.

OTHER INSTRUCTIONS

**Project: GENERAL IMPROVEMENTS PROJECT AT
CASTAIC LAKE STATE RECREATION AREA
C.P. NO. 86452**

Spec. No. 04-0040

OFFICIAL NOTICE - INVITING BIDS

Notice is hereby given that the Executive Officer-Clerk of the Board of Supervisors will receive sealed bids in a place, time, and manner hereinafter described, for furnishing all materials, labor, and equipment required for the construction to complete the following work:

<u>PROJECT TABULATION</u>			
<u>SPEC. NO.</u>	<u>PROJECT</u>	<u>DEPOSIT</u>	<u>DATE OF BID OPENING</u>
04-0040	Castaic Lake State Recreation Area General Improvements	\$50.00 Nonrefundable	June 1, 2005*

*Note: This date may be extended at the discretion of the Department to allow for inclusion of addenda presented to the bidders during the bidding process.

There will be a mandatory pre-bid walk-through for this project on Wednesday, May 18, 2005, at Castaic Lake State Recreation Area, main office parking lot, at 9:00 am. Attendance at this walk-through is mandatory. A bid submitted by a Contractor who has not attended the mandatory pre-bid walk-through may be deemed not responsive for that reason.

Each bid shall be submitted on a form obtained at the address below. Bids shall be sealed and filed at **510 South Vermont Avenue, Los Angeles, California 90020** on or before **11:00 a.m.**, at the front desk of the building on the date indicated. Bids will be publicly opened, examined, and declared by the Department of Parks and Recreation at 11:00 a.m. this date at 510 South Vermont Avenue, Los Angeles, California, 90020, in the Capital Projects Conference Room.

As set forth in greater specificity at section 00300 of the Form of Bid, the contract, if awarded, will be awarded to the responsive and responsible bidder who submitted the lowest bid, as determined by the method outlined at section 00300 of the Form of Bid, in accordance with California Public Contract Code section 20103.8, and in particular subdivision (c) or subdivision (b) of Section 20103.8, as applicable. The publicly disclosed "funding amount" for this project as that term is used in Public Contract Code Section 20103.8(c) is hereby announced as \$1,728,751. To enable the County to determine the low bidder using this method, a bidder must indicate on the Form of Bid the amount of its total lump sum bid for performing all of the work in the drawings and specifications, and the amount that the bidder will deduct from its total lump sum bid for each of the deductive alternate items specified. For further information on the bidding methods and requirements of the project, bidders are directed to the Section 00300 of the Form of Bid and the specifications.

Construction time is to be a maximum of two hundred ten (210) calendar days for the entire project.

Bids shall conform to the Drawings and the Project Manual. These documents are open to inspection in the Office of the Executive Officer-Clerk of the Board of Supervisors, and at the **Department of Parks and Recreation, 510 South Vermont Avenue, Los Angeles, California 90020, at the front desk of the building.** Copies of Project Manual and Drawings of the work to be bid upon can be obtained at the **Department of Parks and Recreation, 510 South Vermont Avenue, at the Capital Projects Agency Office, Los Angeles, California 90020.**

For information, call Mr. Eric Herman at **(213) 738-2990.**

Bidders must comply with the provisions of the Bidding Requirements, General Conditions, and the Project Manual concerning bid guarantee, contract bonds, and insurance requirements. This project requires the Contractor to possess a license classification of **"(A)" or "(B)"** at the time of submitting the bid. The Contractor is also required to hold the following specialty licenses: **C-36 (Plumbing), and either a C-8 (Concrete) or a C-12 (Grading and Paving).** The Contractor may meet the specialty license requirements by listing sub-contractors with these licenses on its form of bid.

The Board of Supervisors reserves, in the public interest, the right to reject any or all bids submitted and also reserves the right to waive technical, trivial, or insubstantial errors and discrepancies in bids.

Pursuant to the Labor Code of the State of California, the State Department of Industrial Relations has determined the general prevailing rate of per diem wages for each craft or type of worker needed to execute any construction contracts that may be awarded to the successful bidder or bidders by the County of Los Angeles. In the event the Contractor or any subcontractor employed by Contractor pays a worker less than stipulated prevailing rate for such work or craft, the Contractor will be liable for all forfeits and additional wage payments as provided in Sections 1775 and 1776 of the Labor Code of the State of California. These terms shall also apply to proposed subcontractors of Bidders on County contracts.

Contractor may substitute securities for retention moneys to be withheld in accordance with the conditions of Public Contract Code Section 22300.

Bids must provide full disclosure on False Claim Act violations and civil/criminal legal actions as provided for on the respective attachments in the bid package. Failure to complete these forms may result in the determination that the bidder is non-responsive and/or not responsible.

Prior to the date and time of submission of bids, bidders shall submit separately to the Department of Child Support Services a completed Principal Owner Information (POI) Form if such form is not currently on file with the Department of Child Support Services. Bidders shall certify, in accordance with Section 2.200.600 of the County Code, that: 1) the POI Form has been appropriately completed and provided to the Department of Child Support Services with respect to the Contractor's principal owners; 2) the Contractor has fully complied with all applicable State and Federal reporting

requirements relating to employment reporting for its employees; and 3) the Contractor has fully complied with all lawfully served Wage and Earnings Assignment Orders and Notices and will continue to maintain compliance. Such certification must be submitted on the Child Support Compliance Program (CSCP) Certification Form included as one of the proposal forms. Failure by the bidder to submit the CSCP Certification (which includes certification that the POI Form has been submitted to the Department of Child Support Services) may result in the determination that a bid is non-responsive (County Code Section 2.200.070).

SMALL BUSINESS ENTERPRISE PREFERENCE

In evaluating bids, the County will give preference to businesses that are certified by the County as a Local Small Business Enterprise (Local SBE), consistent with Chapter 2.204 of the Los Angeles County Code. A Certified Local SBE is: 1) a business certified by the State of California as a small business enterprise; and 2) a business having its principal office currently located in Los Angeles County for a period of at least the past twelve months; and 3) certified by the Office of Affirmative Action Compliance as meeting the requirements set forth in 1 and 2 above. Certified Local SBEs must request the SBE Preference in their solicitation responses and may not request the preference unless the certification process has been completed and certification affirmed. The County must verify Local SBE certification prior to applying the preference. Sanctions and financial penalties may apply to a business that knowingly and with intent to defraud, fraudulently seeks to obtain or maintain certification as a certified Local SBE.

Information about the State's small business enterprise certification regulations is in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Small Business Certification and Resources Website at <http://www.pd.dgs.ca.gov/smbus/default>.

Bidders are urged to familiarize themselves with bid documents and specifications package No. 04-0040.

The County of Los Angeles encourages bids from all certified minority and women-owned firms. On final analysis and consideration of award, Contractor will be selected without regard to gender, race, creed, or color.

Published by order of the Board of Supervisors of the County of Los Angeles, State of California dated April 19, 2005.

VIOLET VARONA-LUKENS
EXECUTIVE OFFICER-CLERK OF THE
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES